

U.S. Embassy Port Moresby is pleased to announce a Consular Outreach event in Jiwaka Province on Thursday, September 2nd, at the Kudjip Nazarene Hospital.

THURSDAY, September 2, 2021

Consular Services for U.S. Citizens

Kudjip Nazarene Hospital – Old Field Office

1:30 – 2:30 pm

[Registration Required – Click here to register](#)

Townhall for U.S. Citizens

Kudjip Nazarene Hospital – Old Field Office

2:30 – 3:30 pm

[Registration appreciated but not required – click here to register](#)

Facemasks are respectfully requested in accordance with PNG's national pandemic measures.

U.S. citizens who wish to request consular services in connection with the event must register in advance. After reading all the information below, if you still have questions about the various consular services provided and how to apply, please email ConsularPortMoresby@state.gov.

Once registered online, you may email applications and copies of documents to ConsularPortMoresby@state.gov for review, if you wish. Original applications and original documentation will be accepted and/or reviewed during the event.

IMPORTANT INFORMATION AND REQUIREMENTS FOR CONSULAR SERVICES

Document Return: All U.S. citizens who apply for passports or Consular Reports of Birth Abroad must make their own arrangements for the return of approved citizenship documents and other supporting materials from the U.S. Embassy in Port Moresby. Document return may be arranged through an in-person pickup by the applicant or the applicant's chosen representative in Port Moresby, or through the use of a courier service. U.S. citizens seeking services at the outreach event should have a clear plan for the return of their documents after the Embassy completes processing.

Fee Payments: All consular services must be paid for in advance or on-site through one of the following methods:

Any service: At the Embassy by the applicant or a representative. Payment may be made between 9:00 am and 12 noon or between 1:30 pm and 3:30 pm. Cash or major credit cards are accepted. Facemasks are required; emails in advance are recommended.

Any service: On site at the outreach event with a bank check (not a personal check) in the **exact** amount of the service(s) to be provided. The bank check should be made out to "US EMBASSY". Credit cards WILL NOT be accepted on the day of the event, and the

Consular officer WILL NOT make change. If you are truly unable to obtain a bank check or the assistance of a representative in Port Moresby who can pay at the embassy, please contact us for further instructions: ConsularPortMoresby@state.gov.

For renewal of 10-year adult passports only: [Online](#) using a credit card, debit card, PayPal, or Amazon Pay. Please come to the event with printed payment confirmation.

Requirements - Renewal of Adult U.S. Passport (current passport has/had 10-year validity)

- 396 PGK (110 USD) paid in advance or on site via any of the methods above
- Applicant's 10-year adult U.S. passport and a photocopy of the passport biographic page
- 2" by 2" (5cm x 5cm) passport photo ([see requirements](#))
- Completed and signed [Form DS-82](#) (printed single-sided)
- Please email a copy of the passport in advance and provide more information on fee payment and document return plan

Requirements - Application for a First-Time Adult Passport (applicant is at least 16 years old and has a current passport with 5-year validity, or an adult who has never had a U.S. passport before)

- 522 PGK (145 USD) paid in advance at the Embassy or on site with a bank check. Online fee payment is **not** an option.
- Applicant's minor U.S. passport **and** a photocopy of the passport biographic page.
- 2" by 2" (5cm x 5cm) passport photo ([see requirements](#)).
- Presence of at least one parent if the applicant is less than 18 years old.
- Completed [Form DS-11](#) (printed single-sided), DO NOT sign until requested to do so by the consular officer administering the oath.
- Please email a copy of the passport in advance and provide more information on fee payment and document return plan.

Requirements – Renewal of Minor Passport (applicant is less than 16 years old and has a current passport with 5-year validity)

- 414 PGK (115 USD) paid in advance at the Embassy or on site with a bank check. Online fee payment is **not** an option
- Applicant's minor U.S. passport **and** a photocopy of the passport biographic page
- Applicant's original/certified copy U.S. birth certificate or Consular Report of Birth Abroad **and** a photocopy of the birth document
- Both parents' U.S. passports or government issued IDs **and** photocopies of the IDs

- Presence of both parents. If only one parent can be present, the applying parent must present a pre-completed and pre-notarized statement of consent from the non-applying parent via a [DS-3053](#).
- 2” by 2” (5cm x 5cm) passport photo ([see requirements](#))
- Completed [DS-11](#) (printed single-sided), DO NOT sign until requested to do so by the consular officer administering the oath
- Please email copies of all original documents (applicant’s and parents’) in advance and provide more information on fee payment and document return

Requirements - Consular Report of Birth Abroad(child born in PNG to at least one U.S. citizen parent, see [here](#) for more information)

- 774 PGK (215 USD) (includes passport fee) paid in advance at the Embassy or on site with a bank check. Online fee payment is **not** an option
- Applicant’s original PNG birth certificate **and** a photocopy
- If applicable, parents’ original marriage certificate **and** photocopy
- Evidence of parent(s) U.S. citizenship (U.S. passport, original U.S. birth certificate, U.S. naturalization certificate, etc.)
- Evidence of the U.S. citizen parent(s) physical presence or residence in the United States prior to the child’s birth, which may include school records, employment, tax, bank, and medical records, utility bills, rent receipts, or other official public documents
- Evidence of termination of any previous marriages of either of the parents (divorce annulment or decree or death certificate)
- Both parents’ passports or government issued IDs **and** photocopies (passports are strongly preferred)
- Completed [DS-2029](#) (printed single-sided), DO NOT sign until requested to do so by the consular officer administering the oath
- Completed [DS-11](#) (printed single-sided), DO NOT sign until requested to do so by the consular officer administering the oath
- 2” by 2” (5cm x 5cm) passport photo ([see requirements](#))
- Please email copies of all original documents (applicant’s and parents’) in advance and provide more information on fee payment and document return

Requirements – Replacement of Lost, Stolen, or Mutilated Passports

- Please email us in advance to determine if we can provide this service.

Requirements - Notarial Services

- 180 PGK (50 USD) per seal applied, paid in advance at the Embassy or on site with a bank check. Online fee payment is **not** an option. Note: document related to federal benefits or specifically required by a U.S. federal, state, or tribal governments for an official purpose can be notarized at no cost (e.g., Social Security documents, Selective Service registration, etc).
- Document(s) to be notarized
- Government-issued ID and presence of the person signing the document(s)

Voter Assistance

- We can also accept completed and sealed voting materials that bear sufficient U.S. postage. For more information on overseas voting, see the Embassy's prior messages ([here](#) and [here](#)) and visit [FVAP.gov](https://fvap.gov).

To learn more about the Embassy's services for U.S. Citizens, please visit our [website](#).